

APPLICATION FORM FOR ENLISTMENT VENDORS AGAINST GROUP-A/B/C
(separate form to be used for each group)

SL. NO.	DESCRIPTION	INFORMATION FURNISHED BY THE APPLICANT.		
01	Name and Address of the applicant firm.			
02	Type of the firm (private/public limited/HUF/individual/registered partnership firm) Attested copies of deed or Articles of Association to be enclosed.			
03	Name of the persons holding Power of attorney(POA) and their nationalities. copy of POA to be enclosed.			
04	Names of the partners and their Nationalities.(Attach separate sheets if necessary)			
05	Name of Bankers of the applicant with full address (Banker's certificate/solvency certificate to be obtained in sealed cover and attached.			
06	Place of Business of the firm./Business address of the firm			
07	Enlistment is sought in which class/category.			
08	<p>List of works executed during last 3 years- (separate sheet may be attached, if required)</p> <p>i) Name of the work. ii) Year of execution. iii) Value of work. Rs. iv) Authority under which carried out. v) Performance certificate attached. vi) Value of the single largest order executed during last three years. vii) average annual turn over for last three financial years</p> <p>Copies of work orders and experience certificate to be attached. TDS certificate to be attached in case experience certificate is issued by private/ public limited organization.</p>	Ist Year	IInd Year	IIIrd Year
09	Organization chart of the vendor (Please attached separate sheet)			
10	List of tools and tackles (attached separate sheet)			

11	List of engineering personal with qualification & experience (attached separate sheet).	
12	Whether the applicant is registered with other units of NALCO. (Submit documentary evidence).	
13	Whether the applicant is registered with other PSU, Govt. Departments. Submit documentary evidence showing class/category and amount for which registered.	
14	Whether the applicant is shareholders or partner or having any stake in any other firm already enlisted with NALCO or applied for enlistment with NALCO. Name of the firms to be given.	
15	Has the applicant or any of his partner or shareholder been black listed/ banned/ debarred/or demoted to lower class in any unit of NALCO or other PSU or Govt. Departments.	If yes, please give details
16	Whether the applicant has permanent engineering/design set up capable of dealing with large works.	YES/NO If Yes, attach details.
17	Whether the applicant has valid statutory license e.g. electrical contractor's License/electrical supervisors/license/participate/High Presser welder's license etc. enclose copy of the same.	YES/NO Copies are attached
18	Whether the applicant has independent PF & ESI Codes. Please attach documentary evidence.	YES / NO PF Code No ESI Code No.
19	Copies of Latest Income Tax, PAN No, Sale Tax / VAT Registration / Service Tax Registration certificate is attached.	YES/NO PAN NO. SERVICE TAX REGSTRN NO. TIN NO.
20.	Copies of Annual Audited accounts for the last three financial years (attached)	YES / NO
21	Declaration about relatives of vendor' In employment with Nalco giving name, personal no, unit	

Declaration:

I / we certify that I/we will not enlist myself / ourselves as contractor(s) in the undertaking under more than one name. I/we also certify that the information, furnished above are correct and I/we undertake to indemnify the company(NALCO) for any action taken by the company on the incorrect information furnished above.

We also declare that we are not involved in any arbitration / legal cases with NALCO and no such cases are pending in any courts of law.

We undertake to abide by the terms and conditions of enlistment stipulated by NALCO at Annexure-I below.

Date: Signature of the applicant & address with official Seal

- Notes: - 1. **The applicant should sign all the papers of the all enclosures.**
2. **All relevant certificates/documents mentioned above should be attached with application form.**

TERMS AND CONDITIONS:

1. Vendors must have their own PF/ ESI codes;
2. NALCO reserves the right to accept or reject any application without assigning any reasons thereof or enlists in any class other than applied class.
3. The enlistment does not guarantee the applicant for issue of tender inquiries;
4. Vendor will have to satisfy the tender conditions stipulated in the specific tender documents as and when issued to the vendor;
5. The enlistment is generally valid for 5(five) years. However, NALCO reserves the right to de-list the vendor earlier if considered expedient in the interest of NALCO.
6. Enlistment does not entitle for any preferential treatment over others NOR it bestows any right to award of contract in favor the enlisted vendor;
7. Class of enlistment is as follows:

Class	Monetary Limit of the class Rs.	Single Order value during last three years from.... Rs.	Average annual turnover for last three financial years. Rs
(i) Class- I	Upto 5 .00lakhs	upto 3.75 lakhs.	1.50 lakhs
(ii)Class- II	More than 5 lakhs upto 20 lakhs	More than Rs. 3.75 lakhs upto Rs. 15.00 lakhs	More than 1.5 to upto 6.00 lakhs
(iii)Class– III	More than 20.00 lakhs upto 50.00 lakhs	More than Rs 15.00 lakhs upto Rs 37.5 lakhs	More than 6.00 lakhs upto 15.00 lakhs
(iv)Class– IV	More than 50.00 lakhs upto Rs 100.00 lakhs.	More than 37.50 lakhs upto 75.00 lakhs	More than 15.00 lakhs upto 30.00 lakhs
(v) Class – V	More than 100.00 lakhs.	more than 75.00 lakhs	more than 30.00 lakhs

Signature of the applicant with official seal

**E-mail:
Contact phone:
Mobile no**